

POLICY COORDINATING COMMITTEE MINUTES July 19, 2022

APPROVED BY A MOTION AUGUST 30, 2022

NOTICE

Public comment will be taken only during the Public Comment periods as indicated on the agenda. Comments may be sent to Planning Staff via email before 10:00 AM on the meeting date. All e-mails received prior to this time will be read into the record for the public hearing.

Member Participants: Commissioner John Ostlund, Board of County Commissioners; Bill Cole, Mayor, City of Billings; Planning Board President Dennis Cook, Yellowstone County Planning Board

Staff Participants: Scott Walker, Transportation Coordinator, Planning & Community Services Department; Elyse Monat, Alternative Modes Coordinator; Lora Mattox, Transportation Planner, (Virtual)

Other Participants: Virtual: Rusty Logan, MET; Katie Potts, MDT Planning; Kenn Winegar, MDT Planning, In Person: Wyeth Friday, Planning & Community Services

1. Call to Order: Mayor Cole called the meeting to order and welcomed everyone in attendance. The Pledge of Allegiance was recited.

2. Public Comment/Communication from the Audience

A. Comments on items not on the agenda and requests to add items to future agendas.

B. Comments on items on the Non-public and Public Agenda Items

There was no communication from the audience regarding agenda items or future agenda items.

3. Minutes of May 17, 2022

Motion

A motion was made by Commissioner Ostlund and seconded by Planning Board President Cook to approve the minutes of May 17, 2022. The motion carried with a unanimous voice vote.

4. Old Business:

4a. Motion. Project Update. Billings Safe Routes to School Study. Active Transportation Planner Elyse Monat

Active Transportation Planner Elyse Monat presented an overview of the Billings Safe Routes to School Study.

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RECOMMENDATION

Staff recommends adoption of the Safe Routes to School Plan Update.

BACKGROUND The Technical Advisory Committee, Yellowstone County Board of Planning, and City Council, and the Board of County Commissioners have all voted to recommend approval of the Safe Routes to School Plan Update.

Consultant Sara Schooley, Toole Design, gave a brief presentation and overview of Safe Routes to School Plan Update and the programmatic recommendations below.

- Build, define, and leverage partnerships
- Create a Billings SRTS toolkit
- Build an inclusive education campaign to encourage walking and biking to school
- Consider impacts on students walking and biking when creating and updating school policies.
- Proposed project Locations
- Infrastructure Options
- Project Impact Scoring
- School Walking Maps

Discussion

Mayor Cole called for questions and discussion. Commissioner Ostlund and Planning Board President Cook commended staff for their work and said this is a good plan. Mayor Cole concurred and pointed out that this is a plan and no funds are allocated at this time for identified projects. Elyse Monat said staff will consider middle schools, and County schools within the MPO and reach out to County schools to participate in the next Safe Routes to School Study. Mayor Cole asked for comment on what may be available in the County for sidewalks and other improvements. Commissioner Ostlund stated it is a challenge in the County, and noted Lockwood's outstanding example of getting community funding for area sidewalks. Phase 2 of the study may identify the need for sidewalk districts. Planning Board President Cook said from a planning perspective, the urban planning area is going to present challenges but it is not impossible. Mayor Cole commented on immediately adjacent areas that are annexed into the City and infrastructure needs. Commissioner Ostlund commented on the updated County subdivision regulations that addressed sidewalks in the County.

Motion

Planning Board President Cook made a motion and Commissioner Ostlund seconded the motion to approve the Billings Safe Routes to School Study as presented by Staff. The motion carried with a unanimous voice vote.

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5. New Business

5a. Motion. 2022-2024 Transportation Improvement Plan (TIP), Amendment III

Transportation Planning Coordinator Scott Walker opened this agenda item. This document acts as the planning and funding document for the MPO and MDT projects. MET Transit and MDT have substantial budget changes for this update.

RECOMMENDATION

Based on individual formal actions of the members (Planning Board, Board of County Commissioners and Billings City Council) of the Policy Coordinating Committee (PCC), Planning Division staff recommends the PCC approve the Transportation Improvement Program Amendment 3.

BACKGROUND

Federal regulations require that Metropolitan Planning Organizations (MPOs) review and update their Transportation Improvement Program (TIP) periodically. Given timing and funding adjustments with some transportation and transit projects, the current Billings 2020-24 TIP must be amended to maintain compliance with State and Federal requirements. The TIP is a short-range program of highway and transit projects in the Billings MPO area and is prepared by City-County Planning Division staff in cooperation with state and local agencies. The purpose of the TIP is to provide the mechanism for scheduling federal funds for surface transportation projects, indicate regional priorities, and demonstrate a short range transportation vision for the area. A secondary purpose of the TIP is to provide information about other transportation projects in the urbanized area that are exempt from the TIP approval process, such as projects that do not utilize federal funds. This TIP amendment is being presented to the Billings PCC for final local adoption after individual formal actions by the members of the PCC.

STAKEHOLDERS

The item has been publicly reviewed with the City Council, Board of County Commissioners and Planning Board. Each of these entities also has voted to recommend approval of this TIP Amendment to the full PCC Discussion

Projects Modified due to Change in Funding/Scope

- **Billings Bypass**
- **I-90 Yellowstone River Bridges**
- **West Billings Interchange**
- **27th Street 1st Ave S to Airport**
- **Main Street Updated Cost**

Per Commissioner Ostlund's request, Scott Walker provided clarification and said the recent material price increases may have some impact. Katie Potts stated no lettings have been delayed but that could become a possibility. She explained that the increased costs require expending additional Federal and in turn State dollars. She did not feel that cancellation of projects would ever be entertained.

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MET Transit – Rusty Logan, Transit Manager

FEDERAL TRANSIT ADMINISTRATION SECTION 5339

- **Two Tables now reflected to show projects programmed in FORMULA FUNDS and COMPETITIVE FUNDS;** all projects were previously included in one table. Additional project tables added to show more specific project information for each source.
- **FORMULA FUNDING** now includes Training Lot Capital project moved from CARES funding sources.
- **COMPETITIVE FUND** table now includes technology additions (Automated Passenger Counters, Digital Fare System) which had previously been included in both CARES funding and 5339 FORMULA FUNDING; **COMPETITIVE FUNDS** also now includes recently awarded \$3,028,000 in Federal funds for additional bus replacements and facility improvements.

FEDERAL TRANSIT ADMINISTRATION SECTION 5310

Table updated with most recently available funding figures as well as recently completed GRANT selections for Coordination Group projects to occur in FY23. Projects table added to provide more specific project information.

TRANSADE

Updated with actual apportionment figures with decreased estimates for funding moving forward based on recent apportionments

Discussion

There were no questions or discussion from the Committee members.

Motion

Commissioner Ostlund made a motion and Planning Board President Cook seconded the motion to approve the 2020-2024 Transportation Improvement Plan, (TIP), Amendment II as presented by staff. The motion carried with a unanimous voice vote.

6. Other Business:

- a. **Announcement:** The August PCC meeting has been rescheduled and will be held on Tuesday, August 30, 2022, 12:00 PM
- b. **BIL/IIJA Federal funding stream.** Scott Walker said staff is monitoring these bills and trying to identify spaces that would fit our needs. In the future two-three projects will be brought forward to consider adding to the system.

7. Future Agenda Items:

- **Update on the Inner Belt Loop Project**
- **2023 Unified Planning Work Program**

**POLICY COORDINATING COMMITTEE
MINUTES July 19, 2022**

APPROVED BY A MOTION AUGUST 30, 2022

ADJOURNMENT: 12:36 PM

Approved by a motion August 30, 2022

Tamara L. Deines, Planning Clerk



POLICY COORDINATING COMMITTEE
AGENDA
CITY OF BILLINGS AND
YELLOWSTONE COUNTY, MONTANA



JULY 19, 2022 MEETING TIME: 12:00 p.m.
316 N 26 ST, ROOM 3101
(3RD FLOOR, STILLWATER BUILDING)
Billings, Montana 59101

NOTICE TO THE PUBLIC

Citizens are invited to:

- Review the Agenda Packet on the City's website at: <https://ci.billings.mt.us/117/Agendas-Minutes>
- View the meeting live online at Facebook: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260>

Public comment will be taken only during the Public Comment periods as indicated on the agenda and during the Public Hearings, if any are scheduled, under the Regular agenda. Comments may be sent to Board via email before 10:00 AM on the meeting date. All emails received prior to this time will be read into the record for the public hearing. Comments may be submitted by:

- Mail: City/County Planning Division, 2825 3rd Ave N 4th Floor, Billings, MT 59101
 - Email: deinest@billingsmt.gov
- Call in during the Public Comment periods as indicated on the agenda:
 - Citizens may call in during specific Public Comment periods at **406.237.6165**. All callers will be placed in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be limited to 3 minutes of testimony as is customary. Future delivery methods may be explored as best practice is learned.

****In the event a quorum of the Council is present, no City-related decisions will be made during this meeting or event.**

- Please direct questions to Tammy Deines, Planning Clerk at deinest@billingsmt.gov or 406-247-8610. Thank you!

1. **Call to Order/Pledge to the American Flag: PCC Chairman**
2. **PUBLIC COMMENT PERIOD** – (A 3-minute maximum per person.) *Any member of the public may be heard at this time on any subject(s), including items that are not on the agenda. The Policy Coordinating Committee will not take any action on non-agenda items today but could choose to add an item to the next meeting's agenda for discussion. Public comment may also allowed later on some items (see below), but an individual may only comment once on the same item.*
3. **Motion. Approval of the minutes of: May 17, 2022** (The June 21, 2022 meeting was canceled due to a lack of agenda items).
4. **Old Business**
 - a. **Motion. Safe Routes to School Plan Update.** Elyse Monat, Alternative Modes Coordinator
 - b. **Public Comment**
5. **New Business**
 - a. **Motion. 2020-2024 Transportation Improvement Plan, (TIP), Amendment II.** Scott Walker, Transportation Coordinator, presenting.
6. **Other Business**
7. **Future Agenda Items**
8. **Adjournment**
 - a. **ANNOUNCEMENT:** The August PCC meeting has been rescheduled and will be held on Tuesday, August 30, 2022, 12:00 PM